

Return Completed Report To: (Address – School District)	Student Transportation Reimbursement Report Open Enrollment and Charter School Enrollment Program
General Information: Information requested on this form is required for reimbursement of transportation aid under Minnesota Statutes 2021, section 124D.03, Enrollment Options Programs or Minnesota Statutes 2021, section 124D.10, Charter Schools. The completed form should be returned to the office noted above.	

Report Type (Check One) <input type="checkbox"/> Request for Advance <input type="checkbox"/> Request for Reimbursement <input type="checkbox"/> Follow-up Report for Advanced Funds	Reimbursement Period <small>(MM/DD/YYYY)</small> From: / / To: / /
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Identification Information				Office Use Only	
Student Identification		Name of Secondary School of Enrollment			
Name of Payee		Relationship to Student		Address	
City			Zip Code		Telephone Number () -
Postsecondary Institution of Enrollment			Total Actual One-way Miles from Home Miles		
Postsecondary Institution of Enrollment			Total Actual One-way Miles from Secondary School Miles		

Date (s)	Reimbursable Transportation		Total Miles	Means of Transportation			Reimbursement Rate *	Total Amount This Report	For Office Use Only
	From (location):	To (location):		Private Auto	Public Bus	Other (Specify)			
							\$		
* For information on the reimbursement rates, please refer to the reverse side of this form.			<div style="display: flex; justify-content: space-between; align-items: center;"> ← Report Totals → </div>				\$	\$	

Certification Statement - (This Transportation Reimbursement Report MUST be signed and dated.)	For Office Use Only
I certify that all information provided above is true and correct, and that misrepresentation of information may prohibit the student from receiving further funds for transportation under the guidelines of this program. Signature: _____ Date: _____	

Student Transportation Reimbursement Rates Open Enrollment and Charter School Enrollment Programs

- 1) The amount of the payment shall be calculated by the nonresident school district for open enrollment students and for charter school students when the nonresident district is providing the transportation. The charter school shall calculate the amount of the payment for charter school students when the charter school is providing the transportation and collecting the state aid. The mileage reimbursement rate is 15 cents or actual cost, whichever is less.
- 2) The nonresident school district or the charter school may require a student to use public transportation if it is available and will result in a lower cost than mileage reimbursement.
- 3) Reimbursement will not exceed 250 miles of travel per week.